



Overview of Services

Background - OptimalResume.com is a technology firm based in Research Triangle Park, North Carolina that services job seekers, employers, and career services professionals.

Product Description - The OptimalResume.com system is a secured, hosted and customized web portal created for your organization. **Our career tools platform includes the following:**

OptimalResume™	The gold standard in online resume technology, endorsed by hundreds of universities, outplacement firms, public libraries and workforce boards across the country
OptimalLetter™	Next generation online letter builder makes it easy for job seekers to quickly create and store almost any kind of letter
OptimalEfolio™	Attractive online portfolio that collects and displays an individual's multimedia creations and compositions.
OptimalInterviewPrep™	Lets the job seeker practice and develop interviewing skills with real life multimedia scenarios
OptimalAssessment™	An online self-assessment that helps the job seeker evaluate their skills and experiences
OptimalVideoResume™	Cutting-edge technology that creates high-impact video resumes

Our base subscription also includes a powerful **administrative system** that enables career services professionals to manage the system options, settings and user documents in real time, allowing them to work remotely with users if needed. **It includes:**

OptimalWebcast™	Allows you to create live or pre-recorded webcasts which can be posted online
Review Center	Optional Review Center allows career professionals to review, edit, and approve job seeker documents, and to create company-targeted Resume Books
Message Center	Keeps track of all communications with users and sends blast emails

Additional Services- ResumeGPS™ is an extension of the OptimalResume™ module that allows employers to search resumes and interview candidates online; Our **Corporate-Connect®** program offers a number of options including job postings, brand advertisements, and applicant video screening.

Implementation - Implementation of the OptimalResume™ system is straightforward. Initial graphics for the website are provided by OptimalResume.com and are made to match the client's existing website. Default content for examples and help text is also provided by OptimalResume.com but can be customized at any time by the institution or by our dedicated Client Support staff at your request.

And of course, OptimalResume.com provides comprehensive training and support throughout the process.